

ADM - 1006

25 July 1967

MEMORANDUM FOR: Mr. Duckett

SUBJECT : Procurement Planning

1. In view of the forthcoming meeting with Mr. Bannerman I would like to suggest an alternate proposal which would get the team concept underway on an interim basis. The interim plan is proposed with the understanding that the DD/S&T basic position for people, slots and space remains unchanged and further that the complete implementation of new procurement team concept is still the basic responsibility of DDS.

2. Very simply I suggest that we proceed with the ORD team now and postpone the OEL team for approximately one year. I believe that the DDS could, at this time, meet all of the DD/S&T requirements for the ORD team if we can agree with the DDS on the following method of implementing the ORD team.

a. At the present time nearly all the elements of the ORD team are physically located in the Ames Building. This includes ORD itself, the Procurement Division and procurement files, Industrial Contract Audit Division, Logistics Security Division and the Contract Review Board.

b. Without physically moving anyone it is possible to constitute the ORD team from the various components now in the Ames Building. ORD would not require additional space and we would not have to physically move contract files.

c. We would require that the team members in the Ames Building remain in place but become DD/S&T assignees and 100% responsive to the contract requirements of ORD.

d. There are [ ] ORD contracts now handled by [ ] We would expect Logistics to designate one [ ] negotiator to be fully responsive to the ORD senior procurement team member and to concentrate his efforts, full time, on negotiating and

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Page 2

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administering ORD contracts. At the end of six months the [ ] ORD contract files would be returned to Headquarters and thereafter handled by the Headquarters' ORD team. DDS could either return to Headquarters the one [ ] negotiator handling the ORD contracts or provide an equivalent man for the ORD team.

3. I believe this interim proposal would permit DDS to meet all DD/S&T immediate requirements for an ORD team. The team could begin at once to respond fully to ORD contract requirements without physically moving people or files since all elements of the team are now located in the Ames Building one or two floors above ORD. Within a six month period we could return to Headquarters all of the [ ] ORD files thus fully complying with the team concept.

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4. At the end of one year we would expect DDS to have provided space for the ORD team in the ORD office. During the one year interim period we would expect DDS to provide people, slots and space for the OEL team. I personally believe that within one year we could take two OSA contract people to help staff the OEL team. [ ] feels the same thing is true of OSA security people.

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5. I believe this interim proposal would permit an orderly transition of people and contract files.



C/PMS/DD/S&T

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